

## **DODL: Admission to M.A. Part II courses (2015-2016 academic session)**

1. Application for admission into different subjects of M.A. Part II under distance mode starts from 09<sup>th</sup> July 2016 at 10.00 AM and closes on 31<sup>st</sup> August, 2016 without Late Fee at 5.00 PM.
2. Application for admission with Late Fee of Rs.200.00 starts from 02<sup>nd</sup> September, 2016 at 10.00 AM and closes on 10<sup>th</sup> September, 2016 at 5.00 PM.
3. Applicants are advised to visit the university website [www.klyuniv.ac.in](http://www.klyuniv.ac.in) for downloading application forms and payment of course fees.
4. For downloading Application Form, click 'DODL: M.A. Part II Admission, 2015-2016' and then click 'Application Form' button.
5. After payment of Course Fee (Steps furnished below), duly filled in Application Form accompanied by 02 (two) photocopies payment receipt of SBI Collect and other testimonials as mentioned in the Application Form is to be submitted to the DODL office or relevant study centres.

### **For Depositing the Payment of Course Fees**

1. Applicants should visit the <https://www.onlinesbi.com> Link for payment
2. Applicants should select "SBI Bank Collect" from the menu.
3. On the "SBI Bank Collect" page, the applicant should check at the end of the Disclaimer Clause to proceed for payment (  I have read and accepted the terms and conditions stated above).
4. In the next page, the applicant should select "State of Corporate Institution" (West Bengal) and 'Type of Corporate/Institution' (Educational Institutions) from the drop down menu and click GO.
5. Next the Applicants should select from Educational Institutions Name 'DODL University of Kalyani A/C SBI Collect' from the drop down Menu and click Submit.
6. In the next page the Applicant is required to fill up the payment details in prescribed proforma and click Submit.
7. After confirmation of the payment details, the Applicant can make payment through Net Banking /Card Payment/Other Payment modes.
8. In the other payment mode, the applicant can download and print the Pre-Acknowledgement payment challan and make the payment through any SBI Branch.
9. Please note that the Bank Charges for each payment mode is different.
10. After successful submission of the payment of course fees a Transaction Id will be generated online.
11. In case of payment by cash through Pre-Acknowledgement payment challan, the bank will write the Transaction Id on the challan.
12. Each applicant is required to write the Transaction Id in the relevant column of the Application Form for admission.
13. No application for admission will be accepted without the payment of course fees before 4.00 PM (by Cash) and 11.45 PM (online mode) on 31.08.2016 without Late Fee.